

**Licensing Division**  
***Department of Children, Youth and Families***  
**101 Friendship Street**  
**Providence, RI 02903**

To: Applicants for Child Care Licensing or Certification

From: JoAnne K. Flodin  
Child Development Specialist  
Senior Supervisor, Licensing

Please be advised that every application for license or certification for a Child Placing Agency, Child Day Care Center, Group Family Day Care Home or Family Day Care Home shall be accompanied by a nonrefundable application fee.

- The method of payment must be by check or money order made out to the **General Treasurer - State of Rhode Island**.
- An application will not be processed without payment. It will be mailed back to the applicant if not accompanied by a check or money order for the correct amount.

Application fees are applicable to the following:

- Application for Initial License/Certification
- Application for Renewal of License/Certification
- Application for Change of Address

The following fees have been established:

- Child Placing Agency license - one thousand dollars (\$1000)
- Child Day Care Center license - five hundred dollars (\$500)
- Group Family Day Care Home license - two hundred and fifty dollars (\$250)
- Family Day Care Home certification one hundred dollars (\$100)

Applications shall be mailed to:

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